

26 June 1961

MEMORANDUM FOR THE RECORD

SUBJECT: Allotment charge for transportation cost in connection with the procurement of materials.

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In accordance with a discussion on 20 June 1961 with Mr. [REDACTED] TAS concerning the proper allotment charge for cost of shipments billed by a common carrier to the Agency as a first destination point, and identified as Object Class 300, such charges should be a direct charge to the appropriate procurement allotment and as an expense charge to account No. 601 and not processed through the 535 account to the Finance Division.

On the basis of a receiving report transmitted by the Office of Logistics, the Finance Division records property received in the Agency as an account payable in an amount based on fixed price.

Upon evidence of payment received from the Fiscal Division, through the 535 account for property paid from vouchered funds, the Finance Division will liquidate the account payable (fixed price) and will record the difference between the fixed price and price paid in account No. 661.

Transportation charges identified as object class 300 will not be considered as part of property cost but as a charge in the procurement account.

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REV COORD. NOTE: HR 763